Operating Instructions

MODEL NO. KX-T2322A/KX-T2342A

EASA-PHONE

**Telephone with
Automatic Dialer**

KX-T2322A

**Telephone with
Automatic Dialer
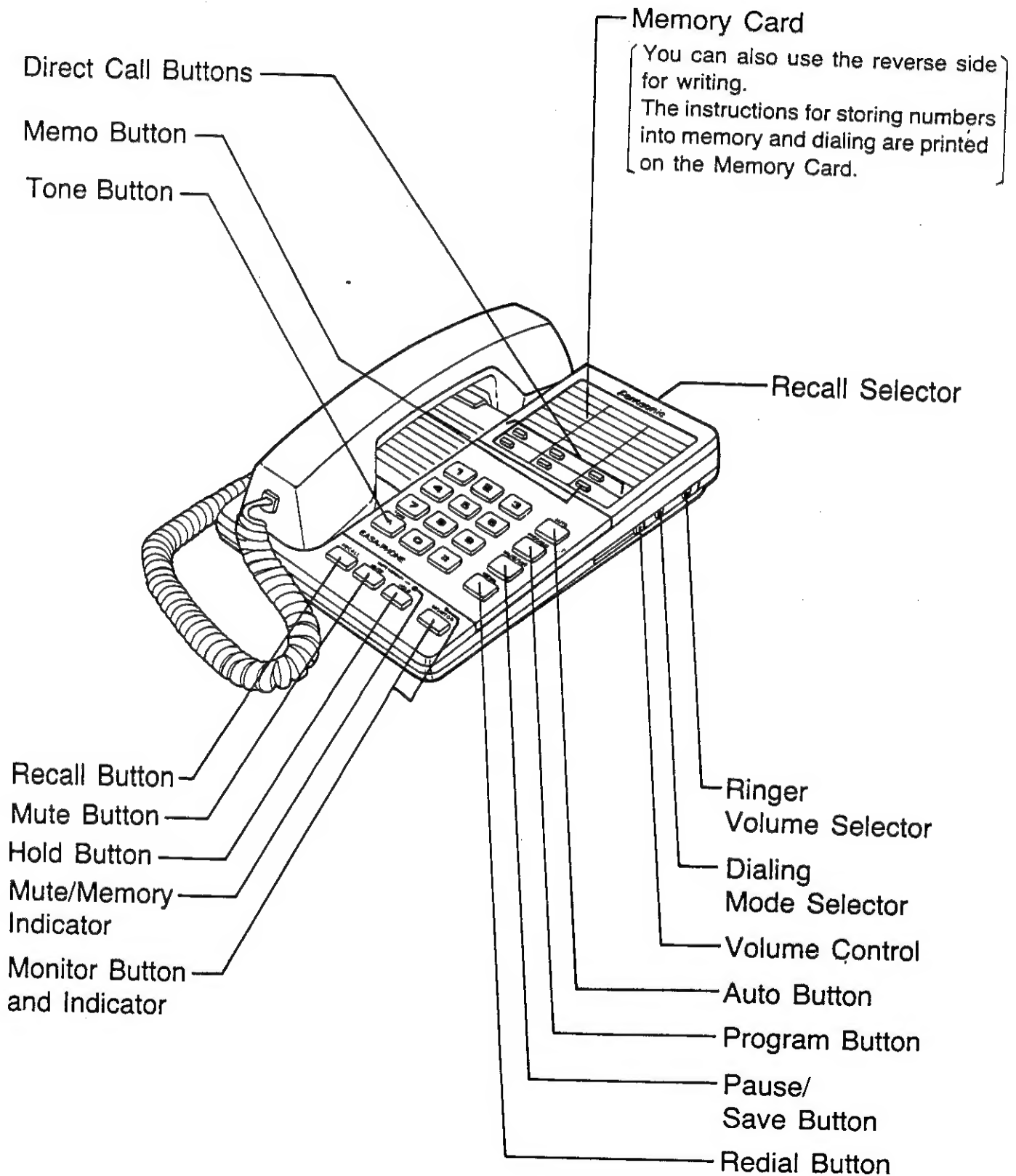and Speakerphone**

KX-T2342A

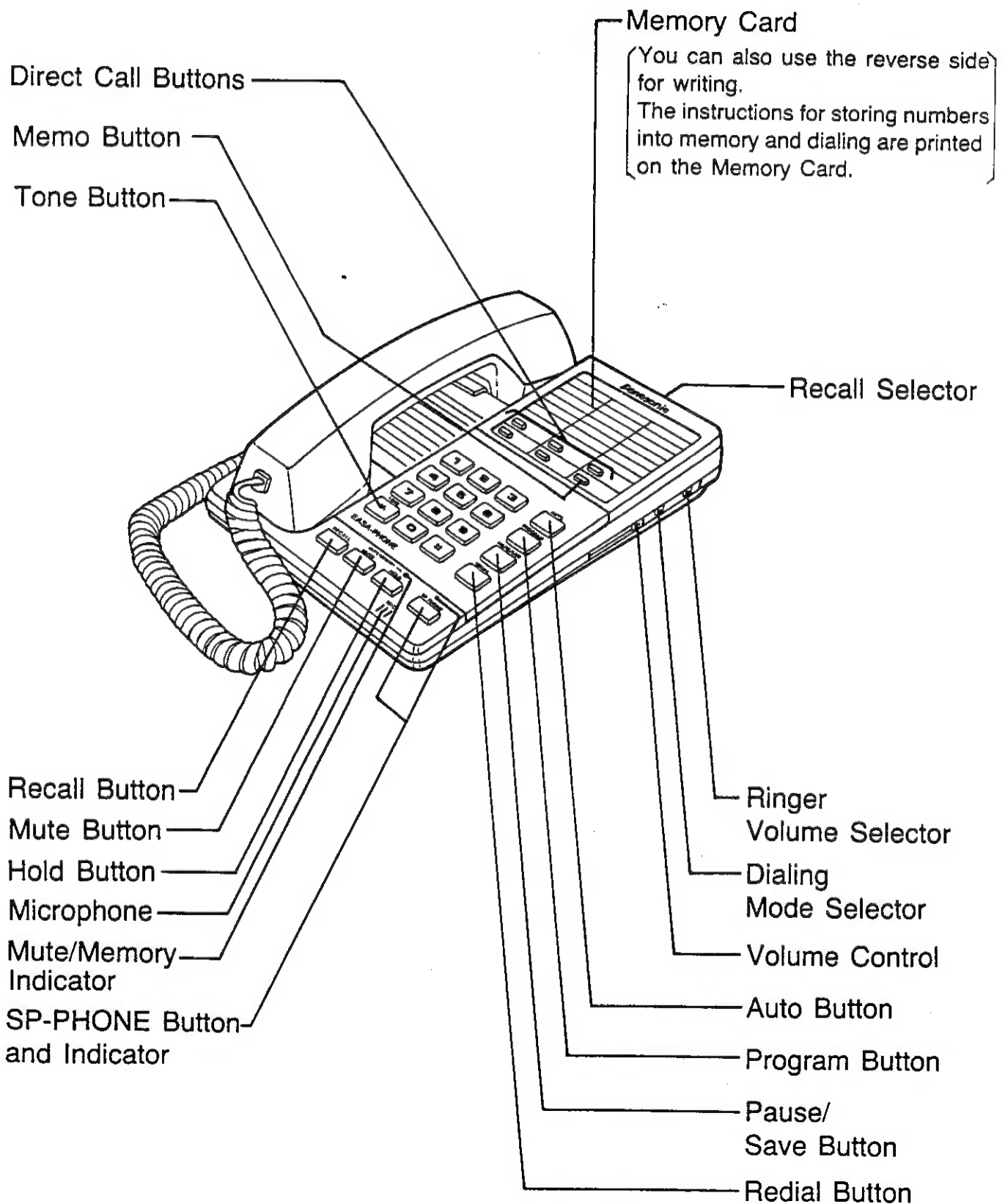Thank you for purchasing this Panasonic Telephone.

Panasonic

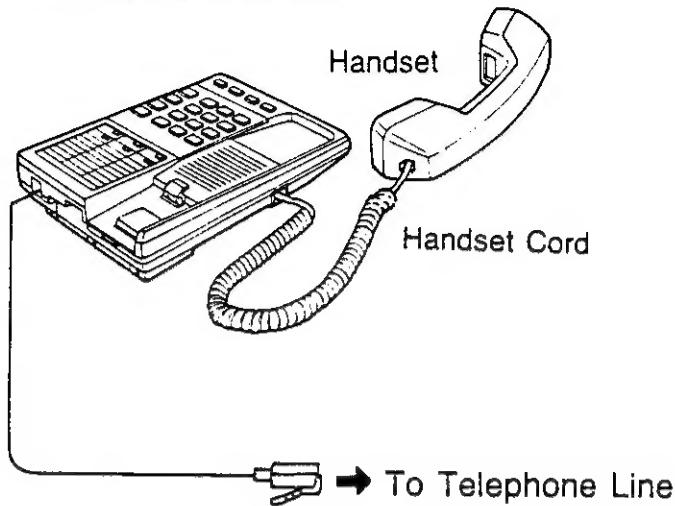Please read before use.

Location of Controls

KX-T2322A

Direct Call Buttons

Memo Button

Tone Button

Memory Card

You can also use the reverse side for writing.
The instructions for storing numbers into memory and dialing are printed on the Memory Card.

Recall Selector

Recall Button
Mute Button
Hold Button
Mute/Memory Indicator
Monitor Button and Indicator

Ringer Volume Selector

Dialing Mode Selector

Volume Control

Auto Button

Program Button

Pause/ Save Button

Redial Button

KX-T2342A

Direct Call Buttons

Memo Button

Tone Button

Memory Card

(You can also use the reverse side for writing.
The instructions for storing numbers into memory and dialing are printed on the Memory Card.)

Recall Selector

Recall Button

Mute Button

Hold Button

Microphone

Mute/Memory Indicator

SP-PHONE Button and Indicator

Ringer Volume Selector

Dialing Mode Selector

Volume Control

Auto Button

Program Button

Pause/Save Button

Redial Button

Preparation

Connect as shown.

Handset

Handset Cord

→ To Telephone Line

■ Do not use any handset other than Panasonic handset made for the model KX-T2322A/KX-T2342A.

> Replace all the batteries once a year, or misoperation may occur.

> Do not use Nickel-Cadmium or Alkaline batteries.

> If the batteries are not installed, programming, and speakerphone or monitor operation can not be done.

> --------- Enclosures ---------
> AAA size batteries 3
> Hardware . . . . 1 pack

1 Dialing Mode Selector:
Set to "TONE".

DIALING MODE
PULSE • • TONE

If dialing can not be done, set to "PULSE".

2 Ringer Volume Selector:
Set to "HIGH".

RINGER
LOW
OFF• • • HIGH

LOW: The ringing sound will be low.
OFF: The telephone will not ring.

3 Recall Selector:
Set to "E RE" or "T BR".

T BR E RE
RECALL.

(depending on PBX type)
E RE...for PBX earth recall facility
T BR...for PBX timed break register
recall facility

4 Insert the batteries observing the correct polarity. (See page 13.)

Manual Dialing and Receiving

KX-T2322A

Dialing

1 Lift the handset ▭ and identify the dialing tone, then

▭ **Push** the phone numbers to be dialed.

or

▭ **Push** **MONITOR** ▭ and identify the dialing tone, then

▭ **Push** the phone numbers to be dialed.

When the other party answers, lift the ▭ .

2 When your call is finished, hang up the ▭ .

Receiving

Lift the ▭ and talk.

KX-T2342A

Dialing

1 Lift the handset ▭ and identify the dialing tone, then

▭ **Push** the phone numbers to be dialed.

or

▭ **Push** **SP-PHONE** ▭ and identify the dialing tone, then

▭ **Push** the phone numbers to be dialed.

2 When your call is finished,

hang up the ▭

or

▭ **Push** **SP-PHONE** ▭ .

Receiving

Lift the ▭ and talk.

or

▭ **Push** **SP-PHONE** ▭ and talk.

■ **Redialing**

▭ **REDIAL** ▭ .

• The unit will redial the last dialed phone number once.

Automatic Dialing

■ There are 20 memory stations, each station is capable of storing 16 digits.
■ There are 6 Direct Call buttons, each capable of storing 16 digits.
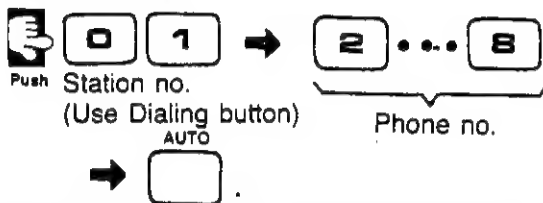**Each Dialing button serves as a memory station.**

Storing Phone Numbers

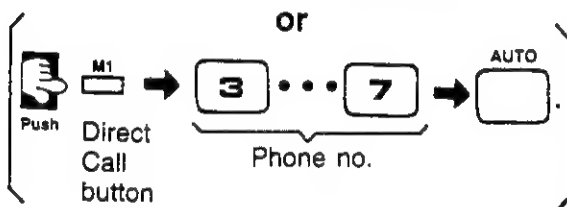Be sure the handset is on the cradle and the SP-PHONE or Monitor button is off.

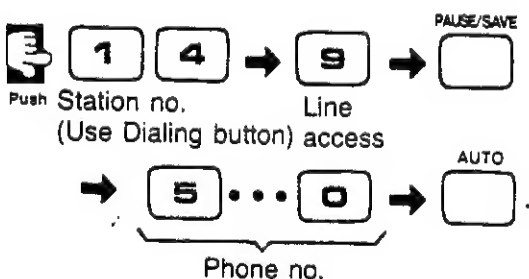1 Push [PROGRAM] until the Memory Indicator flashes.

2 To store a phone number.

■ **Home Use**

Push [0][1] → [2]•••[8] → [AUTO]

Station no.
(Use Dialing button)   Phone no.

• Phone numbers can be stored into memory stations [0][1] to [2][0] following the same procedure.

or

Push [M1] → [3]•••[7] → [AUTO]

Direct
Call   Phone no.
button

■ **Office Use (PBX)**
(e.g. ...line access number 9)

Push [1][4] → [9] → [PAUSE/SAVE]

Station no.   Line
(Use Dialing button) access

→ [5]•••[0] → [AUTO]

Phone no.

Or, you may use the Direct Call button instead of pushing the station number.

3 After storing all the numbers,

Push [PROGRAM] .

• The Memory Indicator will go out.

Dialing

1 Lift the 📞 (or Push 📞 [MONITOR])

and indentify the dialing tone.

2 Push [AUTO] → [1][5] .

Station no.
(Use Dialing button)

or [Push [M1] .]

Direct
Call
button

• When the other party answers if you use the Monitor button, lift the handset.

3 When you finish, hang up the 📞 .

Hands-free (KX-T2342A only)

1 Push [SP-PHONE] → [AUTO] → [2][0] .

Station no.
(Use Dialing button)

• You may use the Direct Call button instead of pushing the station number.

2 When you finish your conversation, Push [SP-PHONE] .

■ To change a stored number, repeat the steps of "Storing Phone Numbers".

Storing and Dialing

Correcting an Error while Storing

1 ✋ [PROGRAM ⬭] if you notice an error.

2 Repeat all the steps of "Storing Phone Numbers" on the page 5 to reprogram.

Confirming a Stored Number

1 Repeat storing the same number into the same station.

2 When the Auto button is pushed, the Memory indicator will flash and a beep will be heard.
   - **twice:**
     The entry is the same as what was previously stored.
   - **once:**
     The entry is different from the one that was previously stored. Repeat the procedure of storing.

Erasing a Stored Number

Example:
To erase the number in memory station [0] [2]:
Be sure the handset is on the cradle and the SP-PHONE or Monitor button is off.

1 ✋ [PROGRAM ⬭] until the Memory Indicator flashes.

2 ✋ [0] [2] ➜ [AUTO ⬭].
   Station no.

3 ✋ [PROGRAM ⬭].

Storing the Last Dialed Number (Redial Memory Transfer)

The last number manual dialed can be stored into the memory station or the Direct Call button.

Example: To store into memory station [0] [1].

Be sure the handset is on the cradle and the SP-PHONE or Monitor button is off.

1 ✋ [PROGRAM ⬭] until the Memory Indicator flashes.

2 ✋ [0] [1] ➜ [REDIAL ⬭] ➜ [AUTO ⬭].
   Station no.

3 ✋ [PROGRAM ⬭].

NOTE:
Up to 30 digits will be dialed when using the redial function.
When storing the last dialed number into memory, the maximum amount of digits can not exceed 16 digits.
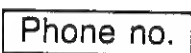
Storing and Dialing (cont.)
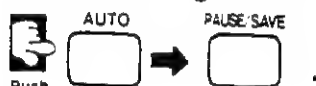
Saved Number Redial

The last dialed number can be stored into the Save button before hanging up (e.g. ··· when the line is busy).
This number will be saved until another number is stored again, and can be redialed any time by pushing the Save button.

- This function is useful to store the phone number which you wish to redial after dialing another number.

■ **Storing**

1 👆 [Phone no.] to dial.
Push

2 When the called line is busy or while having a conversation,

👆 AUTO ⬜ ➡ PAUSE/SAVE ⬜ .
Push

■ **Dialing**

1 Lift the 📞 .
or
In hands-free mode; 👆 ⬜ SP-PHONE .
(KX-T2342A only) Push

2 👆 PAUSE/SAVE ⬜ .
Push

Storing during a Conversation (Memo Dial)

While having a conversation, another telephone number can be stored into the Memo button.
So you can dial this number by pushing the Memo button any time you like.

- This function is useful to store another number, which is informed by the other party.

■ **Storing**

1 While having a conversation,

👆 PROGRAM ⬜ .
Push

2 👆 [Phone no.] ➡ AUTO ⬜ .
Push

■ **Dialing**

1 Lift the 📞 .
or
In hands-free mode; 👆 ⬜ SP-PHONE .
(KX-T2342A only) Push

2 👆 ⬜ MEMO .
Push

Mute Operation

Use when you do not want your voice to be heard by the other party.

1 👆 [MUTE].

• The Mute Indicator will light.

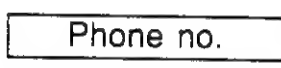2 To resume the conversation, push the [MUTE] again.
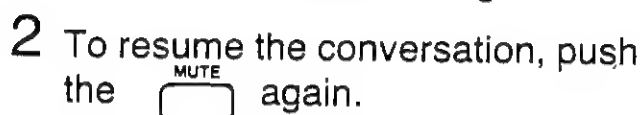
Combination Dialing

Any combination of dialing methods can be done.

■ **Automatic and Manual Dialing**
■ **Pulse and Tone Dialing**
■ **Plural Memory Stations**

Tone Button Usage

If you want to change from pulse mode into tone mode during dialing, the Tone ([✱ TONE]) button can be used instead of changing the Dialing Mode selector.

When you hang up, the dialing mode will be automatically returned to pulse mode.

Pause usage

The Pause button function is needed for an outside line access number or a computer accessed line.

• Especially in manual dialing, a pause is required for the redialing.

■ To wait for a dial tone (PBX)

[9]–[PAUSE]–[123···7]

One pause is required. (3.5-second pause)

■ To wait for a computer tone

[765···1]–[PAUSE]–[PAUSE]–[012···6]

Two pauses are required. (7-second pause)

Recall Button

To access an outside line using the PBX recall facility, press the Recall Button. Depending on type of switching equipment to which Easa-Phone is connected, various functions, such as transfer, recall and hold can be initiated.

Hold

To Place a Call on Hold

While having a conversation,

HOLD .

Push

- The Memory Indicator will blink slowly.

- You may hang up the 📞 .

To Release Hold

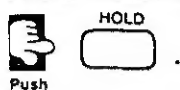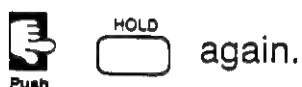1 ■ **When the handset is being lifted**

HOLD again.

Push

■ **When the handset is on the cradle**

- In using the handset;

Lift the 📞 .

or

- In the hands-free mode; (KX-T2342A only)

SP-PHONE .

Push
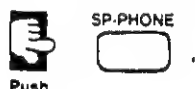
2 Start talking.

Hands-free
(KX-T2342A only)

Switching to Hands-free or Handset during a Conversation

You may choose to use the handset or hands-free.

Hands-free ➡ Handset
Switch to

Lift the 📞 .

- The SP-PHONE Indicator will go out.

Handset ➡ Hands-free
Switch to

1 **SP-PHONE** .

Push

- The SP-PHONE Indicator will light.

2 Hang up the 📞 .

■ Before hanging up, you must push the SP-PHONE button.

Helpful Hints for Hands-free

■ **If the other party finds it difficult to hear your voice:**
Lower the sound level using the Volume Control or speak louder.

■ **Absorbing echo**
Use in a room that has curtains or carpeting.

■ **Effective Talking**
If some part of conversation is lost while talking, speak alternately.

Monitor Operation
(KX-T2322A only)

During Monitor operation, the Incoming voice can be monitored, but the Outgoing voice will not be heard by the other party.

For Monitor Operation

Dial the phone number with the handset on-hook.
or
While having a conversation using the handset,

Push **MONITOR**

- The Monitor Indicator will light.
- The handset can be put in the cradle.
- The other party's voice will be heard through the monitor speaker.
- Your voice will not be heard by the other party.

To Cancel Monitor Operation

■ **When the handset is on the cradle:**

Lift the .

- You can talk to the other party through the handset.
- The Monitor Indicator will go out.

■ **When the handset is off-hook:**

Push **MONITOR**

- 2-way conversations through the handset will be resumed.
- The Monitor Indicator will go out.

Others

- If there is any trouble, disconnect the unit from the telephone line and connect a known working telephone. If the known working telephone operates properly return your unit to your supplier for repair, if the known working telephone does not operate properly, consult with a telephone company.

- Keep the unit away from heating appliances and electrical noise generating devices such as fluorescent lamps and motors.

- The unit should be kept free of dust, moisture and vibration, and should not be exposed to direct sunlight.

- Do not use benzine, thinner, or the like, or any abrasive powder to clean the cabinet. Wipe it with a soft cloth.
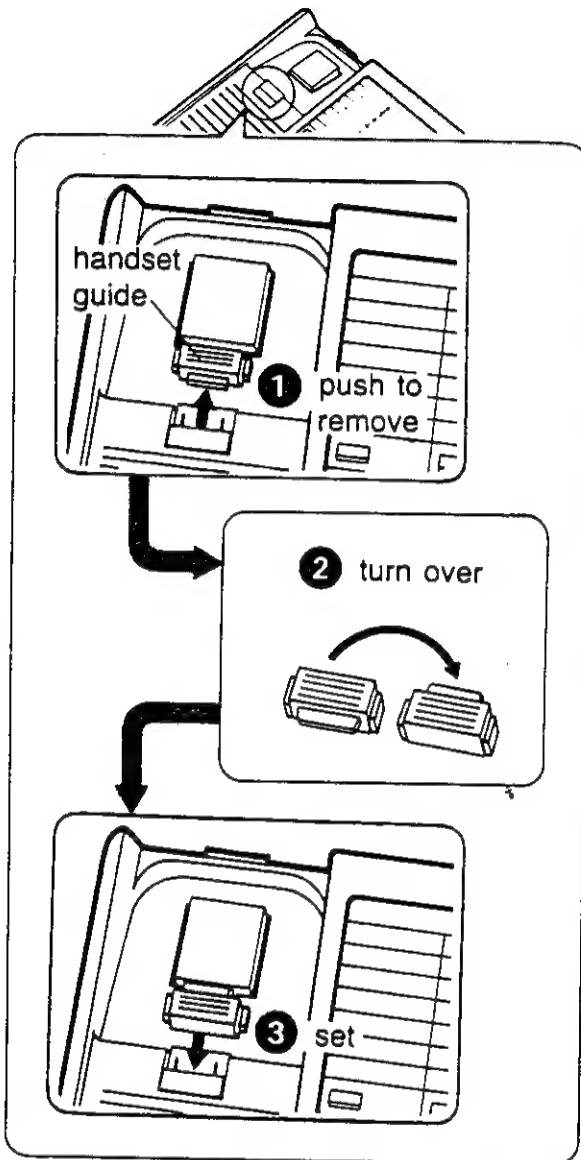
WARNING:
TO PREVENT FIRE OR SHOCK HAZARD, DO NOT EXPOSE THIS PRODUCT TO RAIN OR ANY TYPE OF MOISTURE.
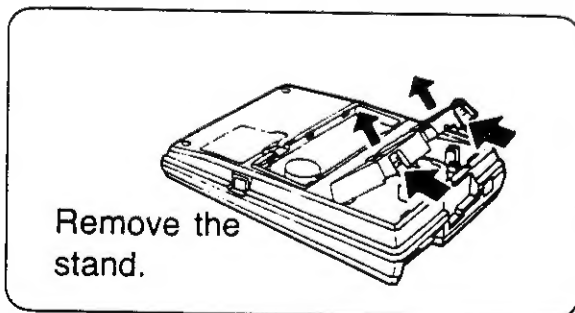
Wall Mounting

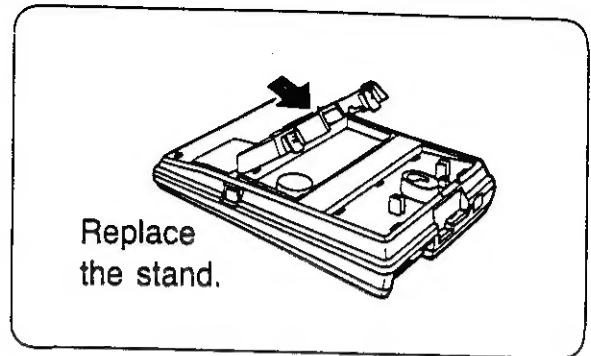This unit can be mounted on the wall utilizing the template and screws provided.

1. Turn over the handset guide.

handset guide

❶ push to remove

❷ turn over

❸ set

2. Remove the stand.

3. Replace the stand.
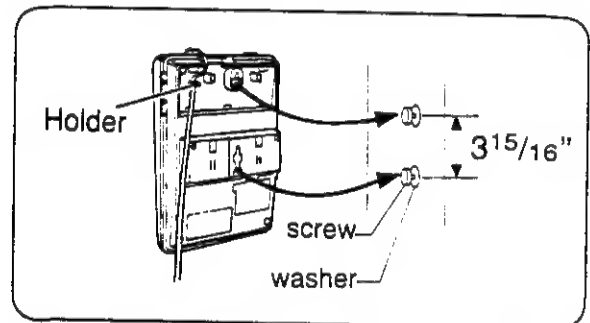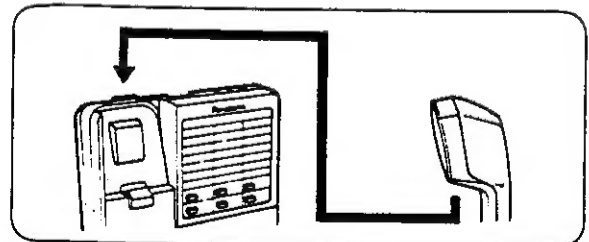
4. Place the template on the wall.

5. Using the washers fix the screws to the wall in the positions indicated.
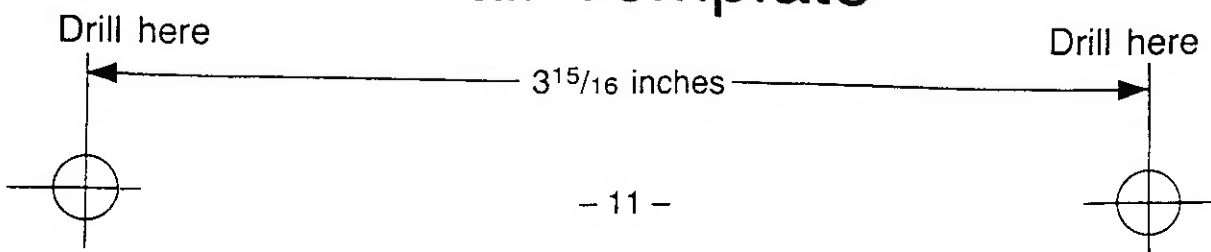
6. Mount the unit on the wall so that the screw heads insert into the slots on the bottom, and then slide the unit down to hook it securely, as shown.
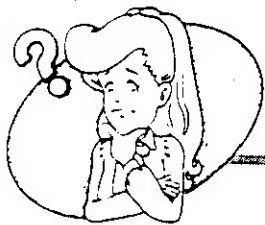
Holder

screw

washer

$3^{15}/_{16}$"

■ To temporarily place the handset down during a conversation, hook as shown.

Wall Template

Drill here

Drill here

$3^{15}/_{16}$ inches

Troubleshooting Guide

| Problem	Cause & Remedy
The unit does not ring.	Ringer Volume Selector is set to "OFF". Set to "HIGH" or "LOW".
The caller suddenly can not hear my voice during a conversation. I suddenly can not hear caller's voice during a conversation.	Look at the Memory Indicator. If it is blinking slowly, push the Hold button to resume the conversation. When the Mute Indicator lights, push the Mute button.
Redialing or Programming Operation does not function. Hands-free operation does not function after pushing the SP-Phone button. (KX-T2342A only) Monitor operation does not function after pushing the Monitor button. (KX-T2322A only)	Batteries have become weak. Replace all the batteries.

Battery Installation

Three AAA size batteries (UM-4, R03) serve as the power source to retain the stored telephone numbers in memory, and to activate a speakerphone or monitor operation.

1.

Open

2.

Insert the batteries
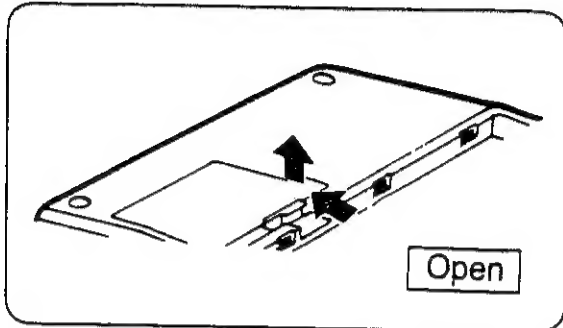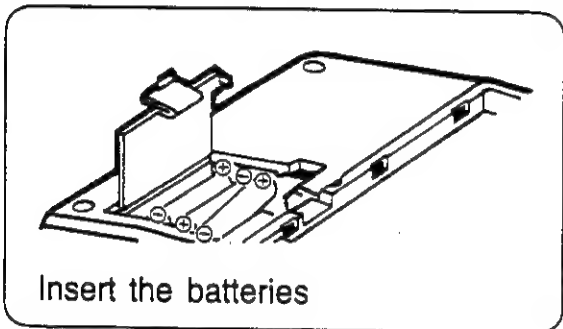
■ To prevent loss of the stored telephone numbers, replace the batteries within 10 minutes after removing the old ones.

■ Disconnect the telephone cord before opening the battery compartment cover.

■ Replace all the batteries once a year, or misoperation may occur.

■ Do not use Nickel-Cadmium or Alkaline batteries.

■ **Battery Precautions**
The batteries should be used correctly, otherwise, the unit may be damaged due to battery leakage.

● Do not mix different types of batteries.

● Do not charge, short-circuit, disassemble, heat or dispose in fire.